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| Image result for logo tissa uum | **Non – attendance reminder**(please tick) 1st Notice (3 times absent)[ ]  2nd Notice (4 times absent)[ ] [ ]  3rd Notice (5 times absent)  |

Tel:04-9287213 / Fax: 04-9287216

**NOTICE** **MATRIC NO.**:

**PROVIDED TO:**

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| **Non-attendance Information** |

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| **COURSE CODE AND COURSE NAME:**  |  | **GROUP:** | Choose an item. |
| **NUMBER OF ABSENCES:** | Choose an item. | **DATES OF ABSENT:** | Click here to enter a date. |
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According to **SECTION 8.2 (a) RULES OF GRADUATION OF THE UNIVERSTY**

**“A STUDENT SHALL BE BARRED FROM THE FINAL EXAM IF HIS/HER ATTENDANCE AT LECTURES AND TUTORIALS IS BELOW 80% OF THE TOTAL NUMBER OF LECTURE AND TUTORIAL HOURS.”**

Therefore you are hereby reminded to be mindful of the above regulation. You are advised to attend all lectures and tutorials as scheduled to avoid being barred from the final exam.

Yours sincerely,

**[ ]**

Date: Click here to enter a date.

cc: Dean, Tunku Puteri Intan Safinaz School of Accountancy (TISSA – UUM)